

From: Superfund Administrative Records Manager

To: Site File

Re: Administrative Record Processing Packet

The attached documents were used to help determine which documents would be included in the Administrative Record/File.

The documents attached could include emails, site indexes, Administrative Records Checklist Form, Request for a Superfund Administrative Record Form, handwritten notes, etc.

*Mia  
Schreiner  
8/17/2016*

0137

40512737



Superfund

0108

8/17/16

52

AR# 62822

**REQUEST FOR A  
SUPERFUND ADMINISTRATIVE RECORD**

Date: 1/16/13

Requestor: Elizabeth Coffey

Counsel: Robert Richards

Site Name: Cherokee County CERCLIS ID# KSD980741862 OU# 08 SSID# 0737

1. Do you want an index of documents that are currently in SDMS to be sent to you: yes \_\_\_\_\_ no X

2. Is this request for an original AR? yes X no \_\_\_\_\_

3. Is this request to update an existing AR File? yes \_\_\_\_\_ no X AR# \_\_\_\_\_

4. Type of AR you are requesting? (please circle only one of the following):

\*Removal

EECA

AR File (Start of RI/FS)

ROD

5-year review

In the space below list the Public Repository Address –  
please include the zip code and telephone number,  
and name of contact if available. (If more than one repository  
please indicate on back of form)

~~Repository #1 Johnston Public Library  
210 West 10<sup>th</sup> Street  
Baxter Springs, Kansas 66713~~

Date AR Needs to be at the Repository: \_\_\_\_\_

\*(excluding voluntary RP Removals)

\*\*If needed

List of Doc IDs to be Included in AR:

22920

72046

40487785

30245463

(If additional room is needed please use the  
back of the form)

\*Please attach any new documents that you  
want in the AR to this form for processing

# ADMINISTRATIVE RECORD PROCESS CHECK LIST

AR# 62822  
Cherokee County  
R1/FS OLL 8

ACTION	YES	NO	N/A	COMMENTS	FINISH DATE
DID NEW DOCUMENTS ACCOMPANY AR REQUEST FORM?	✓				8/11/16
WERE OTHER DOCUMENTS IDENTIFIED TO BE INCLUDED IN AR FROM SEMS-RM?	✓				7/15/15
CREATE AR COLLECTION NUMBER AND TRACKING NUMBER IN SEMS-RM	✓				1/22/13
CREATE INTRODUCTION AND INDEX	✓				8/11/16
INDEX AND SCAN INTRODUCTION AND INDEX AND ADD TO COLLECTION	✓				n
CREATE SUPERFUND ACKNOWLEDGEMENT FORM	✓				11
SEND EMAIL TO RPM/OSC AND CNSL FOR REVIEW W/ACKNOWLEDGEMENT FORM	✓				8/12/16
CREATE URL ON WEB	✓				8/11/16
CREATE 2 CDS (3 IF SENDING TO PUBLIC REPOSITORY)					
SEND 1 CD TO RECORDS CENTER, AND PUT 1 CD IN LIT ROOM CD DRAWER					
SEND INTRODUCTION AND INDEX AND ANY NEW AR DOCUMENTS TO RC	✓				8/17/16
SEND EMAIL TO RPM/OSC, CNSL, MICHELLE QUICK, AND BOB JACKSON THAT AR IS COMPLETE AND URL HAS BEEN POSTED AND, IF CD WAS MAILED TO PUBLIC REPOSITORY, ADDRESS OF PUBLIC REPOSITORY	✓				8/12/16
PUT GREEN SHEET, YELLOW SHEET, AND ANY PERTINENT EMAIL CORRESPONDENCE AND PUT IN DAILY DOCS AS 1 DOC	✓				8/15/16
UPDATE SPREADSHEET IN COLLECTIONS TRACKING & PRIORITY CHECK-IN SHEET					
<b>IF SENDING CD TO PUBLIC REPOSITORY, DO THE FOLLOWING:</b>					
CREATE UPS LABEL (KEEP A COPY FOR DAILY DOCS)	<del>✓</del>	<del></del>	<del></del>		
CREATE A LETTER TO THE PUBLIC REPOSITORY (KEEP A COPY FOR DAILY DOCS)	<del>✓</del>	<del></del>	<del></del>		
CREATE AN AR TRANSMITTAL ACKNOWLEDGEMENT FORM	<del>✓</del>	<del></del>	<del></del>		8/17/16
UPS: LETTER TO PUBLIC REPOSITORY, AR TRANSMITTAL ACKNOWLEDGEMENT FORM, SELF-ADDRESSED STAMPED ENVELOPE, AND AR CD TO PUBLIC REPOSITORY					8/17/16
SCAN AND EMAIL AR REQUEST FORM TO R7 COMMUNITY ENGAGEMENT	✓				8/17/16
SUBMIT COPY OF UPS LABEL AND LETTER TO REPOSITORY AS DAILY DOC	<del>✓</del>	<del></del>	<del></del>		
SUBMIT COPY OF LETTER TO REPOSITORY AND COPY OF UPS SHIPPING LABEL IN DAILY DOCS AS 1 DOC	<del>✓</del>	<del></del>	<del></del>		

## Schreiner, Amia

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**From:** Drennen, Michele  
**Sent:** Friday, August 12, 2016 1:33 PM  
**To:** Richards, Robert; Hagenmaier, Elizabeth  
**Cc:** Yocum, Melissa; Hoefer, David; Hankins, Teri; Bishop, Debbie; Nicholls, Jacob; Schreiner, Amia  
**Subject:** Cherokee County AR#62822

Cherokee County AR#62822 has been posted at the following Superfund Records Collection Website. The following is the link: <https://semspub.epa.gov/src/collection/07/AR62822>

*Michele Drennen*

Superfund Division  
EPA Region 7  
11201 Renner Boulevard  
Lenexa, Kansas 66219

office: 913-551-7624  
cell: 816-261-6534  
fax: 913-551-9624  
[drennen.michele@epa.gov](mailto:drennen.michele@epa.gov)



*"To safeguard the health of our communities for all generations,  
we clean up contaminated lands.  
In a culture of teamwork and respect,  
we are efficient, innovative, and fiscally responsible stewards of public trust."*

## Schreiner, Amia

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**From:** Hagenmaier, Elizabeth  
**Sent:** Friday, August 12, 2016 10:33 AM  
**To:** Schreiner, Amia; Richards, Robert  
**Cc:** Yocum, Melissa; Hoefer, David  
**Subject:** RE: AR#62822 Cherokee County

**Importance:** High

Reviewed and approved.

Thank you,

*Liz Hagenmaier*  
Remedial Project Manager  
Environmental Scientist  
U.S. Environmental Protection Agency - Region 7  
Phone: (913) 551-7939  
Email: hagenmaier.elizabeth@epa.gov

**From:** Schreiner, Amia  
**Sent:** Friday, August 12, 2016 9:21 AM  
**To:** Hagenmaier, Elizabeth <Hagenmaier.Elizabeth@epa.gov>; Richards, Robert <Richards.Robert@epa.gov>  
**Cc:** Yocum, Melissa <yocum.melissa@epa.gov>; Hoefer, David <Hoefer.David@epa.gov>  
**Subject:** RE: AR#62822 Cherokee County

Correction have been made to the AR. Please review and acknowledge approval.

Thanks!

**From:** Hagenmaier, Elizabeth  
**Sent:** Friday, August 12, 2016 8:32 AM  
**To:** Schreiner, Amia <Schreiner.Amia@epa.gov>; Richards, Robert <Richards.Robert@epa.gov>  
**Cc:** Yocum, Melissa <yocum.melissa@epa.gov>; Hoefer, David <Hoefer.David@epa.gov>  
**Subject:** RE: AR#62822 Cherokee County  
**Importance:** High

Good morning,

Reviewed the referenced AR file and have the following comments:

1. Duplicate pages found in Proposed Plan (pgs. 19-21) that should be removed. (doc ID# 30286482)
2. This will impact the page count found on the Introduction and AR Index Report (doc ID# 30286477)

Thank you,

*Liz Hagenmaier*  
Remedial Project Manager  
Environmental Scientist  
U.S. Environmental Protection Agency - Region 7  
Phone: (913) 551-7939

Email: [hagenmaier.elizabeth@epa.gov](mailto:hagenmaier.elizabeth@epa.gov)

**From:** Schreiner, Amia

**Sent:** Friday, August 12, 2016 7:40 AM

**To:** Hagenmaier, Elizabeth <[Hagenmaier.Elizabeth@epa.gov](mailto:Hagenmaier.Elizabeth@epa.gov)>; Richards, Robert <[Richards.Robert@epa.gov](mailto:Richards.Robert@epa.gov)>

**Cc:** Yocum, Melissa <[yocum.melissa@epa.gov](mailto:yocum.melissa@epa.gov)>; Hoefer, David <[Hoefer.David@epa.gov](mailto:Hoefer.David@epa.gov)>

**Subject:** AR#62822 Cherokee County

Your AR File #**62822** for Cherokee County Railroads OU 08 Site is ready for review. Please review by following the instructions below.

**How to review your documents in the new SEMS-RM:**

Log into SEMS-RM and from the **HOME drop down** click on **Document Management**, then **Collection Management**, then Search Collection(s)

Collection Type: - Click arrow down button and select **Administrative Record**

Select R07 (if not already selected)

Collection ID: - enter **62822** and click search

Under Search Results **double click** on your Collection ID number highlighted in blue ([62822](#))

The documents that are included in this AR will display.

Once you have completed your review, send me an email stating any issues/redactions, **OR** if the documents are correct and releasable, please complete the attached Acknowledgement Form and return to me **within the next 7 days**.

If you have any questions please let me know.

Thank you,

*Mia Schreiner  
Environmental Protection Specialist  
Superfund IO  
Lenexa, Kansas  
913-551-7982*

## Schreiner, Amia

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**From:** Hagenmaier, Elizabeth  
**Sent:** Wednesday, September 09, 2015 2:24 PM  
**To:** Schreiner, Amia; Drennen, Michele  
**Subject:** SDMS Doc for AR# 62822

Good afternoon,

Please submit the following document into AR# 62822 for the Cherokee County OU 08 RI/FS.

Doc ID# 40487785

Thank you,

*Liz Hagenmaier*

Remedial Project Manager  
Environmental Scientist  
Superfund Division - Special Emphasis Branch

U.S. Environmental Protection Agency - Region 7  
11201 Renner Boulevard  
Lenexa, KS 66219  
Phone: (913) 551-7939  
Fax: (913) 551-9939  
Email: [hagenmaier.elizabeth@epa.gov](mailto:hagenmaier.elizabeth@epa.gov)

## Schreiner, Amia

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**From:** Schreiner, Amia  
**Sent:** Thursday, September 10, 2015 10:31 AM  
**To:** Hagenmaier, Elizabeth; Richards, Robert  
**Cc:** Drennen, Michele; Law, Preston; Quick, Michelle; Yocum, Melissa  
**Subject:** AR# 62822 Cherokee County - RI/FS File - ACTION REQUIRED - NEW DOCUMENT(S) ADDED

Your AR # 62822 File has been **UPDATED and documents have been added**, please review the doc ids listed below by following the instructions. Once you have completed your review, please send me an email stating any issues/redactions OR if the documents are correct and releasable. Please provide this information within the next 7 days.

30245463  
40487785

Please review AR #**62822** by following the instructions below.

### How to review your documents in the AR:

The above AR is ready for your review.

Go into SDMS and click on extended search, and in

Tracking Type: - enter **AR** and click the binoculars  
select R07: AR# (ADMIN RECORD #)  
click OK

Tracking Number: - enter **62822** and click the binoculars  
select R07: 62822:  
click OK

Then click 

The documents that are included in this AR will display after the search is completed.

*Mia Schreiner  
Environmental Protection Specialist  
Superfund MO/KS  
EPA Region 7  
Lenexa, KS 66219  
913-551-7981 or 7982*



## Schreiner, Amia

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**From:** Schreiner, Amia  
**Sent:** Thursday, September 10, 2015 9:00 AM  
**To:** Hagenmaier, Elizabeth; Richards, Robert  
**Cc:** Law, Preston; Quick, Michelle  
**Subject:** AR # 62822 Cherokee County OU 08

Liz,

Per your request, I have indexed and uploaded the Streamlined Ecological Risk Assessment for Cherokee County OU 08 to SDMS. Here is the doc ID for the report. If you are ok with how it looks I can add it to the AR.

30245463

Thank you,

*Mia Schreiner*  
*Environmental Protection Specialist*  
*Superfund MO/KS*  
*EPA Region 7*  
*Lenexa, KS 66219*  
*913-551-7981 or 7982*



**Fw: Request for Documents-Cherokee Co.**  
**Group R7-Records-SUPR to: Cheryl Clark**  
**Sent by: Aireoshia Wilson**

01/22/2013 04:16 PM

----- Forwarded by Aireoshia Wilson/R7/USEPA/US on 01/22/2013 04:16 PM -----

From: Shaneka Dickerson/R7/USEPA/US  
To: Group R7-Records-SUPR@EPA  
Date: 01/22/2013 02:26 PM  
Subject: Request for Documents-Cherokee Co.

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Please bring the following documents to my cube

Site: Cherokee Co,

22920 ✓  
72046

These documents are needed for an Admin Record.  
~~~~~

Thank You  
Shaneka L Dickerson  
Environmental Protection Specialist  
Superfund Division  
EPA Region 7  
11201 Renner Blvd.  
Kansas City, KS 66219  
Phone: 913-551-7780

**Dickerson, Shaneka L.**

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**From:** Richards, Robert  
**Sent:** Wednesday, September 25, 2013 4:02 PM  
**To:** Dickerson, Shaneka L.  
**Cc:** Werst, Jolleen; Coffey, Elizabeth  
**Subject:** RE: Cherokee County RI/FS AR File # 62822-- ACTION REQUIRED---NEW DOCUMENT ADDED-PLEASE RESPOND

No redactions or comments. Document #30244958 is releasable.

Robert W. Richards, Attorney  
U.S. Environmental Protection Agency  
11201 Renner Boulevard  
Lenexa, Kansas 66219

[richards.robert@epa.gov](mailto:richards.robert@epa.gov)  
913/551-7502

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**From:** Dickerson, Shaneka L.  
**Sent:** Wednesday, September 04, 2013 7:48 AM  
**To:** Richards, Robert  
**Cc:** Werst, Jolleen; Coffey, Elizabeth  
**Subject:** RE: Cherokee County RI/FS AR File # 62822-- ACTION REQUIRED---NEW DOCUMENT ADDED-PLEASE RESPOND

Bob,

Have to had a chance to review this document ?

Thank You  
Shaneka L Dickerson  
Environmental Protection Specialist  
11201 Renner Blvd.  
Lenexa, KS 66219  
Phone: 913-551-7780  
Fax: 913-551-9780

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**From:** Dickerson, Shaneka L.  
**Sent:** Monday, August 12, 2013 4:20 PM  
**To:** Coffey, Elizabeth; Richards, Robert  
**Cc:** Werst, Jolleen  
**Subject:** Cherokee County RI/FS AR File # 62822-- ACTION REQUIRED---NEW DOCUMENT ADDED-PLEASE RESPOND

Liz and Bob,

Your AR file has been created and documents have been added, please review by following the instructions below. Once you have completed your review, please send me an email stating any issues/redactions or if the documents are correct and releasable. Please provide this information within the next 7 days.

Please review the following document

30244958

How to review your documents in the AR :

The above AR is ready for your review.

Go into SDMS and click on extended search, and in

Tracking Type: - enter **AR** and click the binoculars

select **R07: AR# (ADMIN RECORD #)**

click OK

Tracking Number: - enter **62822** and click the binoculars

select **R07: 62822:**

click OK

Then click



The documents that are included in this AR will display after the search is completed.

If you have any questions please let me know

**Thank You**

**Shaneka L Dickerson**

**11201 Renner Blvd.**

**Lenexa, KS 66219**

**Phone: 913-551-7780**

**Fax: 913-551-9780**

**Dickerson, Shaneka L.**

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**From:** Richards, Robert  
**Sent:** Tuesday, March 25, 2014 8:25 AM  
**To:** Dickerson, Shaneka L.; Hagenmaier, Elizabeth  
**Cc:** Werst, Jolleen; Field, Jeff  
**Subject:** RE: Cherokee County RI/FS AR File # 62822-- ACTION REQUIRED---NEW DOCUMENT ADDED-PLEASE RESPOND

I have reviewed the document 30285070. No issues or redactions. It is correct and releasable.

Robert W. Richards, Attorney  
U.S. Environmental Protection Agency  
11201 Renner Boulevard  
Lenexa, Kansas 66219

[richards.robert@epa.gov](mailto:richards.robert@epa.gov)  
913/551-7502

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**From:** Dickerson, Shaneka L.  
**Sent:** Wednesday, March 12, 2014 1:34 PM  
**To:** Richards, Robert; Hagenmaier, Elizabeth  
**Cc:** Werst, Jolleen; Field, Jeff  
**Subject:** Cherokee County RI/FS AR File # 62822-- ACTION REQUIRED---NEW DOCUMENT ADDED-PLEASE RESPOND

Liz and Bob,

Your AR file has been created and documents have been added, please review by following the instructions below. Once you have completed your review, please send me an email stating any issues/redactions or if the documents are correct and releasable. **Please provide this information within the next 7 days.**

Please review the following document

30285070

How to review your documents in the AR :

The above AR is ready for your review.

Go into SDMS and click on extended search, and in

Tracking Type: - enter **AR** and click the binoculars  
select **R07: AR# (ADMIN RECORD #)**  
click OK

Tracking Number: - enter **62822** and click the binoculars  
select **R07: 62822:**  
click OK

Then click 

The documents that are included in this AR will display after the search is completed.

If you have any questions please let me know

Shaneka L. Dickerson  
Environmental Protection Specialist  
11201 Renner Blvd.  
Lenexa, KS 66219  
Phone: 913-551-7780  
Fax: 913-551-9780